

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH SERVICES

DATE: OCTOBER 25, 2006

Committee Members Present:

Supervisors Sheehan
F. Thomas
Tessier
Champagne
Mason

Committee Members Absent:

Supervisor Haskell

Vacant: Town of
Queensbury

Others Present:

Representing Health Services Department:

Patricia Auer, Director
Sharon Schaldone, Assistant Director, Home Care
Ginelle Jones, Assistant Director, Public Health
Services
Mary Lee Godfrey, Supervisor, Therapy Services
Tawn Driscoll, Provisional Fiscal Manager
William Thomas, Chairman
Joan Parsons, Commissioner of Administrative and
Fiscal Services
Joan Sady, Clerk, Board of Supervisors
Paul Dusek, County Attorney
Supervisor Kenny
Harris Foster, Occupational Therapist
Katy Goodman, Secretary to the Clerk

Mr. Sheehan called the meeting to order at 9:34 a.m.

Motion was made by Mr. Mason, seconded by Mr. F. Thomas and carried unanimously to approve the minutes of the previous meeting, subject to correction by the Clerk.

Privilege of the floor was extended to Mrs. Auer; and she distributed copies of her Agenda packet for the meeting. A copy of the packet is on file with the minutes.

Mrs. Auer introduced Mary Lee Godfrey, who she said was the Department's Supervisor of Therapy Services, to the Committee members.

Mrs. Auer commenced with review of the Agenda and under Pending Items she noted the first item concerned the Telehealth Program. She stated that Sharon Schaldone, ADPS (Assistant Director, Patient Services) had included some information in the agenda packet that provided details on the status of the program.

Relative to the Telehealth Program, Mrs. Auer advised they had a DVD of a recent interview that was conducted by Benita Zahn of Channel 13 which was aired on October 16th that featured the Telemedicine Program. She explained as part of the agreement with Honeywell HomMed for the telemedicine equipment the firm conducts a marketing program under which it covers the costs for a certain amount of media informational opportunities. Thus, she said there was no cost to the County for this marketing piece. Mrs. Auer noted Ms. Schaldone, Barbara Moehringer, RN,

and one of the Department's patients and her daughter were interviewed. She advised that the interview did not focus on a particular vendor. Ms. Schaldone said they were going to receive enough copies of the DVD to provide each Committee member with one.

Next, Mrs. Auer spoke on the status of the Point of Care Program. She recalled at the last Committee meeting a representative of the Delta Technologies firm made a presentation on Point of Care equipment and that the Committee members had asked for further information on what kind of financial package the firm could offer the County. Mrs. Auer advised they had received some information from the firm yesterday about lease agreements. She noted as everyone was aware it was not known what would happen with the County's 2007 budget. Mrs. Auer stated Ms. Schaldone and she had reviewed the information quickly and it did not look very favorable as it appeared in the long run a lease option would cost the County considerably more. However, she said, if the Committee members agreed, she would give Mr. Sheehan, Nicholas Caimano, County Budget Officer, and Paul Dusek, County Attorney, the information to look over. Mr. Sheehan concurred that was a good idea.

Concluding the Pending Items, Mrs. Auer discussed the Department's Pandemic Flu Planning Efforts. She reported at their quarterly Emergency Response Team meeting last week they met with the County Coroners, the County Director of Civil Defense and the Under Sheriff to discuss a plan for handling mass fatalities. Mrs. Auer reported as a result of the meeting the Coroners were going to review a plan from another County for input in preparing a plan for Warren County. The proposed plan would be reviewed at the next Emergency Response Team meeting and they expect to have it finalized by January 2007, she said. Mrs. Auer noted they would also have the proposed plan available for the Committee members if they would like to have it.

Mrs. Auer noted Ginelle Jones, ADPH (Assistant Director, Public Health) would report on the other meetings, efforts, and problems that have occurred relative to Pandemic Flu Planning.

Privilege of the floor was extended to Ms. Jones, who distributed copies of an October Pandemic Flu Update, a copy of which is on file with the minutes. She reviewed the Update in detail with the Committee members. Ms. Jones stated the first item concerned a meeting that was held on October 4th about the November 18th Point of Distribution (POD) Drills that would be held simultaneously in three locations. She advised they were still waiting for a response from the New York State Department of Health (DOH) to the County's request for a waiver of the \$15 administrative fee for the flu vaccine for the emergency responders who would be participating in the Drills. (Resolution No. 650 of 2006 waived the fee for the responders). Ms. Jones stated there was a problem with the delivery of the flu vaccine supply from the Center for Communicable Diseases.

Mrs. Parsons entered the meeting at 9:39 a.m.; and Mr. W. Thomas left the meeting at 9:40 a.m.

Brief general discussion ensued.

Mrs. Auer commenced with review of the New Business items on the agenda.

First, Mrs. Auer requested approval of a resolution to authorize out-of-state travel for Kathleen Meath RN, to attend the 2007 National Immunization Conference in Kansas City, Missouri from March 5th - 8th 2007.

Mrs. Auer apprised that as in past years the New York State Association of County Health Officials (NYSACHO) would cover all the costs for travel, lodging and food for one individual per County to attend the Conference. She noted the only cost to the County was the employee's salary for the time at the Conference.

Motion was made by Mr. Mason and seconded by Mr. Tessier to approve the aforementioned request, as presented.

Mr. Champagne stated relative to the preparation of the 2007 County budget there was some discussion that funding for attending conferences and travel might be eliminated. Mrs. Parsons concurred. Although, Mr. Champagne stated the question would be whether that would also include conferences, travel, etc., that were paid for by outside agencies or firms. He asked if action on this request could wait until budget time; and Mrs. Auer responded the registration deadline was the end of November. Mrs. Auer said she did not know what the policy was going to be, but Ms. Meath would be working here anyway and she was not being paid for the travel time, etc. Mr. Mason concurred as there would not be direct out-of-pocket expenses for the County he did not see where it would affect the budget. Mr. Sheehan stated in view of that aspect of the issue, he would suggest that the request be approved now and then if any changes needed to be made after the 2007 budget was finalized that could be done then.

Mr. Sheehan called the question and the motion was carried unanimously. The necessary resolution was authorized for the next board meeting. A copy of a resolution request form is on file with the minutes.

Mrs. Auer requested approval of a resolution to authorize a contract with the New York State Department of Health to continue the current contract for grant funding for the Children With Special Health Care Needs Program for the contract period October 1, 2006 through September 30, 2007 in the amount of \$18,533.

Mrs. Auer stated at the August 2006 Committee meeting, a resolution was approved to continue the contract with DOH for the Children With Special Health Care Needs Program and Early Intervention Administration that was to expire on September 30, 2006. She explained at that time they had not been told the amount of the grant funds so it was agreed that when the amount was received the Committee Chairman would authorize the resolution and it would be forwarded to the appropriate Board of Supervisors meeting.

However, she advised they did not receive the information on the amount of the funds until last

week when they also received a contract number but only for the Children With Special Health Care Needs Program. Mrs. Auer advised their regional representative had informed them that for this year the contract for Early Intervention Administration would be a separate contract. However, she said, they have not yet received this contract and the grant year began October 1, 2006. Mrs. Auer stated the resolution the Committee members approved in August did not go to the full Board of Supervisors.

Motion was made by Mr. Champagne, seconded by Mr. Tessier and carried unanimously to approve the contract with the New York State Department of Health for the Children With Special Health Care Needs Program, as presented. The necessary resolution was authorized for the next board meeting. A copy of a resolution request form is on file with the minutes.

Next, Mrs. Auer requested approval of a resolution to accept a mini-grant from the Greater Adirondack Perinatal Network in the amount of \$732.00 for a breast-feeding initiative. She explained they had not asked for approval to apply for this grant because they had not expected to be funded this year as they had been for the past several years and the Network usually did not fund the same agencies each year. However, she said, since they had been awarded the grant, she would like to be able to accept the funds.

Motion was made by Mr. Mason, seconded by Mr. F. Thomas and carried unanimously to approve the aforementioned request, as presented, and to authorize the necessary resolution for the next board meeting. A copy of a resolution request form is on file with the minutes.

Mrs. Auer spoke about scheduling the day and time for the Committee meetings in 2007. She explained that Joan Sady, Clerk of the Board of Supervisors, had asked the Departments whose Committees met monthly to provide their first and second choices for a day and time to meet in 2007. The meetings would then be held on the same day and time each month, she said. Mrs. Auer noted the Committee's schedule had been the same for the past few years and it had appeared to work well. She asked if the Committee members would like to continue the same schedule of the 2nd Wednesday after the Board of Supervisors' Meeting at 9:30 a.m. or change to another schedule. The Committee members offered no objection to continuing with the current schedule, and Mr. Sheehan concluded it would remain the same for 2007.

Next, Mrs. Auer spoke on the Reports of Revenues and Expenditures agenda item. She advised the Board of Supervisors had asked each Department to provide these Reports to their Committees at each meeting from now on. However, she said, because the Department had a number of programs they would be happy to provide the Committee members with 20-page Reports each month if they would like them to, but they had prepared a Summary Sheet for today. Copies of the Summary Sheet were distributed to the Committee members and a copy of same is on file with the minutes. Mrs. Auer noted the revenues looked low but that was because the State was not up to date with the funds from the State Education Department and from DOH for the Early Intervention Program. Thus, she said they would provide the figures on a month by month basis as they dribbled in. She asked how the Committee members would like the statistics

presented to them. Mrs. Auer turned the discussion over to Tawn Driscoll, the Department's Provisional Fiscal Manager.

Privilege of the floor was extended to Ms. Driscoll, who stated the figures shown for the expenses were actual year-to-date. However, she pointed out as noted on the bottom of the Summary Sheet the revenues for the Long Term Home Health Care Program (LTHHCP) and the Certified Home Health Agency (CHHA) were not up to date because the billing for the programs was now being done for mid-August. Ms. Driscoll stated she had discussed with Mrs. Auer in what form the information should be presented because of the aforementioned large number of different reports. She displayed the packet of reports for the Committee members' information. Ms. Driscoll noted she did not know if they would want all the details or if a monthly Summary Sheet would work.

Discussion ensued. Mr. Mason asked if they would still arrive at the same figure; and Ms. Driscoll replied they felt they would be right on target. Mr. Champagne commented it was understood that the State revenues would always be late. He queried if perhaps another column could be added to the Summary Sheet that would show what the projected income would be. Mr. Champagne noted at this point in the year they should have a pretty good perspective on where they were going to finish out the year compared to their projections. He asked if it would be possible to show those figures. Ms. Schaldone replied that would not be possible for the CHHA because to date they had billed for only six months of the year. However, she noted, that would be possible with a Point of Care Program. Mrs. Auer advised it might be possible for them to provide the figures for what they had billed the State for the Early Intervention Program so the Committee members could see the amounts that were outstanding. They could also provide the figures for the revenues as they came in, she said. The Committee members concurred they would like that information provided to them.

Mr. Kenny entered the meeting at 9:50 a.m.

General discussion ensued.

Under the Informational item on the agenda, Mrs. Auer reported that the Annual New York State Public Health Conference would be held in the County in May 2007 at the Fort William Henry. She noted she might ask the Committee members for assistance with meet and greet activities at the Conference. In addition, she said, the Environmental Health Directors as well as the Public Health Commissioners and Directors from throughout the state would be attending the Conference. Mrs. Auer noted attendance at this Conference was usually quite good and probably about 200 people would be there.

Mr. Sheehan requested an executive session to discuss the employment history of a particular person or contractor. Motion was made by Mr. Champagne, seconded by Mr. Tessier and carried unanimously to declare executive session pursuant to Section 105(f) of the Public Officers Law.

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Executive session was declared from 9:55 a.m. to 10:05 a.m.

Committee reconvened. Mr. Sheehan announced that no action was taken as a result of the executive session.

There being no further business, on motion by Mr. Tessier and seconded by Mr. Mason, Mr. Sheehan adjourned the meeting at 10:05 a.m. until a subsequent meeting could be set.

Respectfully submitted,

Katy Goodman, Secretary to the Clerk